

# PHAPlans

5YearPlanforFiscalYears2000 -2004  
AnnualPlanforFiscalYear2002

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

## **PHA Plan Agency Identification**

**PHAName:** Housing Authority of the City of Yuma

**PHANumber:** AZ035

**PHA Fiscal Year Beginning:(mm/yyyy)** 07/2002

### **Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:(select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### **Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at:(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at:(select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHAF ISCAL YEARS 2000 -2004**  
[24CFRPart903.5]

**A.Mission**

HACY is dedicated to providing professional, efficient, quality services and affordable housing. We will grow and develop to meet the needs of the community.

HACY has developed 33 principles to support each component of the mission statement.

**B.Goals**

**Overall Goal for FY2002**

HACY is a high performing agency. As a result, our expectations are to perform at maximum with regard to all HUD scoring factors as well as private property management standards. Most of our goals, therefore, do not contain process outcome performance goals, but rather qualitative goals to ensure compliance with our mission.

To grow the agency through the development of additional affordable housing and to support this growth by orienting its structure and activities more in line with private funding opportunities and enhance the agency's mission principles of professionalism, efficiency, and customer service.

***Goal 1 : Adjust the agency structure to enable the HACY to effectively and competitively respond to and support new affordable housing development.***

**Objective 1.1 :** To adjust the organization of the Public Housing Department to ensure high quality property management with existing properties and enable the Department to initiate property management services for new tax -credit contracts and other property management opportunities by adjusting current staff functions and hiring additional managers as needed.

**Objective 1.2 :** To complete the salary and benefit comparability study and adjust both to ensure HACY is regionally competitive.

**Objective 1.3 :** To analyze and present HACY's financial condition in a private equity format that demonstrates the extent of financial solvency and identifies the extent of financial leveraging opportunities.

**Objective 1.4 :** Investigate the possibility of the City of Yuma transferring ownership of HACY properties in our name.

***Goal 2 : To Grow the agency.***

**Objective2.1** :Toapplyforatax -creditallocationinApril2002foranadditional propertypreferablewithapartnerthatcanenhancethecompetitivenessofthe applicationandqualityoftheapproachtoaffordablehousing.

**Objective2.2** :Exploreopportunitiestopurcha seexistingmulti -familyhousingandact onanyfiscallysoundprojectsthatwouldeliminateblightandexpandaffordablehousing.

**Objective2.3** :CompleatetheconstructionofCarverParkTownhomes.

**Objective2.4** : Explore,plan,andcosttheopportunitytobuildamaintenance warehousefacilitythatwouldenhanceourexistingmaintenanceserviceandenableour maintenanceoperationstooffer normalandemergencyservicestotheprivatesector.

**Objective2.5** :ExpandtheStep upprogramtooffer moreo pportunitiesforour residentsandprovidemoreressourcesforpotentialmaintenanceexpansion.

**Objective2.6** :ExploretheopportunityoftheSection8Project -Basedprogram.

**Goal3:** *Implementactivitiesthroughouttheagencythatemphasizehomeownership andembracethestrategyofusingprogramsinconjunctionwithoneanotherratherthan inisolation.*

**Objective:3.1** :PlanandimplementtheSection8Homeownershipprogramutilizinga multi-departmentplanningteamanddesigntheprogramtoworkwit hFSS,Section8, andpublichousingclientsusingacreativeprivatefinancingapproach.

**Objective3.2:** *EnhanceanddesignthecurrentFSSprogramaroundanoutcome - basedapproachandidentifyvariablesthatarepredictorsofnegativeandpositive outcomes.*

**Objective3.3** :*IdentifyinterestbyHACYemployeesinbecominghomeownersand establishinganempowermentgroupthatinspireandsupportpersonalplansthatleadto homeownershipandaresupportedbytheresourcesofHACY'sFSSprogrampartners.*

**Goal4:** Establishprogramsandactivitiesthat helpshiftthefocusoftheagencyfroma programorientationtoamoreclient -centeredapproach.

**Objective4.1:** Developandimplementaseriesofcustomerservicetrainingmodules thatemphasizetheremovalofstigma,promoteself -development,listening,and encouragethealignmentofprocesses,asneeded,toenhancethequalitycustomer service.

**Objective4.2** :*Implementatransitionalhousingprogramwithourpartnersthat is designedaroundatransit ionofself -developmentandmulti -agencyaccountabilitytothe client-centeredprocess.*

**Objective4.3 :**Re -designourcontractwithAmberly'sPlaceinordertoprovidetraining forallourresidentsinparentingskills,childabuse,andotherprograms,education,or trainingofferedbyAmberly'sPlace.

**Goal5:** *Continuestaffprofessionalismthroughtrainingandotherprofessional developmentopportunities.*

**Objective5.1:** Encourageandsupportstaffcontinuingeducationtosupportthe completionof neededprofessionalcoursesandlicenses.

**Objective5.2:** Encourageandsupportstaffcontinuingeducationtoobtaincollege degreesandothercontinuingeducation.

**Objective5.3:** Establishin -housetrainingprogramsintheareaofdomesticviolence, elderandchildabuse,substanceabuseandothersubjectsrelevanttoourwork.

**Objective5.4:** CompletethePersonalDevelopmentPlansanddevelopsupporting planstoencourageemployeepersonalandprofessionalgrowth.

**Goal6 :**Continuetheagency'sworkinenhancingefficiency.

**Objective6.1 :***ReengineerSection8processestoenhanceefficiencyandprovideda moreproductiveandrewardingworkenvironmentandenhancedcustomerservice.*

**Objective6.2:** *Continuetoreengineertheagency'sphonesystemtoimprove communicationswithourclientsandstaff.*

**Objective:6.3:** *Implementavarietyofchangestoourfunctionalsupportssuchasfiling hardwareandlocation,phonelocations,andofficeandcommonspacetomakework moreefficient.*

**Objective6.4 :***Refinetheagency'scurrentprogramsoftwarebyestablishingan executiveinformationsystemandestablishingarelationshipwitha'sister'agencyusing thesamesoftwaretopromotecross -trainingonfunctionality.*

**Objective6.5 :***Enhanceourcurrentnetworkbyestablishingconnectionthroughan outsidelinetoallowconnectionfromremoteprojectsandlocations.*

**Goal7 :**ImplementalandlordoutreachprocesswithlandlordsinourSection8program.

**Goal8 :**Continuetoemphasizeaworkenv ironmentthatacknowledgesandsupports professionalismandpersonaldevelopmentthrouhaseriesofagencyactivitiesthat enhancesmorale,encouragesteamwork,andrecognizesachievements.

**Objective 8.1:** *Formalize, support, and implement a series of HACYSponsored events such as the company picnic and Christmas party.*

**Objective 8.2:** Implement a formal employee performance recognition program.

**AnnualPHAPlan**  
**PHAFiscalYear2003**  
[24CFRPart903.7]

**i. AnnualPlanType:**

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

**Streamlined Plan:**

- ☒ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24CFRPart903.79(r)]

The Housing Authority of the City of Yuma (HACY) is embarking on two major efforts that affect this Annual Plan. The first effort is the establishment of a Transitional Housing approach; the second is Project -Based Section 8.

The goal of HACY's Transitional Housing Program originates from our strategic planning. The Board of Commissioners envisions HACY adopting a philosophy that assumes that all applicants and clients of the agency are potential homeowners. The agency believes that this positive approach will create a positive bias with regard to our interactions with clients, our policies, and our programs. A key component of this philosophy is that HACY programs should not be managed in isolation to one another, but rather, they should work together to support an overall vision of encouraging transition to homeownership. To this end, HACY is working toward transferring our FSS case management approach to all of our housing operations. This vision is a long term strategy.

In the short term, HACY is developing a specific program to propel the agency toward this goal. We will work with homeless providers to establish a Transitional Housing Program wherein homeless families transition to public housing and beyond to homeownership. To do this, the providers and HACY will develop an accountable, case management procedure that assists the clients with a common inter-agency case management plan. To this end, HACY has established local preferences for public housing for any family referred to the agency by a participating homeless entity.

The second effort is Project -Based Section 8. Since HACY does not have a problem with the marketing of its program in an area of low poverty, the agency wants to assist the City of Yuma with its comprehensive housing plan. The city is emphasizing progress

in specific redevelopment areas as well as emphasizing elderly housing. To this end, HACY is establishing priorities for new construction for elderly city -wide as well as new construction for elderly and family in redevelopment areas.

Other areas in our Annual Plan are pretty much the same: HACY plan to remain a very high performing housing agency.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.79( r)]

Provide a table of contents for the Annual Plan , including attachments, and a list of supporting documents available for public inspection .

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## Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

### Required Attachments:

- C Admissions Policy for Deconcentration  
 D FY2001 Capital Fund Program Annual Statement  
☐ Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

### Optional Attachments:

- ☐ PHA Management Organizational Chart  
 E FY2000 Capital Fund Program 5 Year Action Plan  
☐ Public Housing Drug Elimination Program (PHDEP) Plan  
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)  
 X Other (List below, providing each attachment name)  
     A Section 8 Project Based Voucher Program  
     B Voluntary Initial Conversion Assessment

## Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP ]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered each public housing development X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	other approved proposal for development of public housing	
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program X check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.79(a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

The Quality of Housing and Work Responsibility Act of 1998 requires that Housing Authorities set forth in their Annual Plans a Needs Assessment of the housing needs of four jurisdiction and waiting list.

In the Housing Element of the 2002 General Plan of the City of Yuma (COY), it continues to show that there is a growing need for additional affordable housing resources in our jurisdiction. The following demographics, which were outlined in the COY General Plan, assisted HACY in assessing the current state of four Housing Needs.

- The City of Yuma's population has increased by approximately 36% in the last 10 years. In comparison to the state and nation, Yuma has a higher proportion of children and elderly persons, and a lower percentage of working age residents. This results in a lower amount of people working to support those in the community who cannot work.
- A 1998 report by the Arizona Housing Commission stated that Yuma County has the highest percentage of jobs in low-paying sectors (64%). In addition, the 2000 unemployment rate in Yuma was 19%, as compared to the state average of 4%. Per capita income in Yuma is 27% less than the state.
- Overcrowding increased to over 50% for large family renters in Yuma.
- Based on typical mortgage assumptions and average housing prices in Yuma, extremely low and low-income households cannot afford to buy or rent an adequately sized home without assuming a cost burden in excess of 30% of their monthly income.

As the statistics clearly show, a large percentage of Yuma residents depend on subsidized rental housing to provide affordable housing opportunities. As a result, the Housing Authority's existing stock of public housing units, vouchers and other multi-family housing will continue to be an important segment of the housing stock to provide affordable housing to lower income households.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Access-ibility	Size	Location
Income ≤ 30% of AMI	5	5	5	5	5	5	5
Income > 30% but ≤ 50% of AMI	5	5	5	5	5	5	5
Income > 50% but < 80% of AMI	5	4	4	3	3	3	4
Elderly	4	4	4	3	3	4	3
Families with Disabilities	5	5	5	4	4	4	5
Race/Ethnicity	4	4	4	3	3	3	3
Race/Ethnicity	4	5	5	4	4	5	5
Race/Ethnicity	5	5	5	5	5	5	5
Race/Ethnicity	5	5	5	5	5	5	5

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 1997
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study

Indicate year:  
☐ Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1,131		
Extremely low income <= 30% AMI	369	33%	
Very low income (> 30% but <= 50% AMI)	676	60%	
Low income (> 50% but < 80% AMI)	48	4%	
Families with children	1,106	98%	
Elderly families	63	6%	
Families with Disabilities	25	2%	
Race/ethnicity	1,057	93%	
Race/ethnicity	45	4%	
Race/ethnicity	23	2%	

Housing Needsof Familiesonthe WaitingList			
Race/ethnicity	6	1%	
Characteristicsby BedroomSize (PublicHousing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Isthe waitinglistclosed(selectone)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Ifyes: Howlonghasitbeenclosed(#ofmonths)? DoesthePHAexpectto reopen thelistinthePHAPlanyear? <input type="checkbox"/> No <input type="checkbox"/> Yes DoesthePHApermitspecificcategoriesoffamiliesonto thewaitinglist,even if generallyclosed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C.StrategyforAddressingNeeds

HACY'sstrategyforaddressingthehousingneedsoffamiliesinthejurisdictionandonthewaitinglist forthepupcomingyearwillcontinuetostresstheimportanceofpreservingthecurrentstockwepresently manageandmaintain.

HACYwillalsocontinuetopursueadditionalfundingfromfederal,state,localandprivatesources that mayassistusintheexpansionofourpublichousingdevelopmentto rvoucherprograms. HACYwillbelookingfordevelopmentopportunitiesfortheelderlyandhomelesspopulations,utilizing taxcredits,taxexemptbondfinancingandotherprivatefinancingmechanisms. HACYisdevelopingaHomeownershipassistanceprogramtoprovidelow -incomehouseholdsthe opportunitytoworktowardsowningtheirownhome. HACYwillbefacilitatingtheProjectBasedVoucherProgramtoencourageprivatedeveloperstobuild orrehabilitateaffordablehousingpreferablyintheareasofg reatestneedsuchas;elderly,homeless,and largefamilies. HACYiscollaboratingwithlocalhomelessmissiontodevelopatransitionalhousingprogramwhose goalistoassistinmovingtheneedyfromhomelesstohomeowners.

Someofthesegoalsandstrategiesaremeanttobeinthedevelopmentstageforthepupcomingyear,and maybereplacedwithotherprogramsifotherprioritiesorresourcesweretobecomeavailable.

#### (1)Strategies

**Need:Shortageofaffordablehousingforalleligiblepopulati ons**

**Strategy 1: Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off -line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed financed development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☐ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed -finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30% of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special purpose voucher targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special purpose voucher targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**



Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market these section 8 program to owners outside of areas of poverty/minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☒ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

**2. Statement of Financial Resources**

[24 CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>FinancialResources: PlannedSourcesandUse s</b>		
<b>Sources</b>	<b>Planned\$</b>	<b>PlannedUses</b>
<b>1. FederalGrants(FY2001grants)</b>		
a) PublicHousingOperatingFund	714,831	
b) PublicHousingCapitalFund	511,697	
c) HOPEVIR revitalization		
d) HOPEVIDemolition		
e) AnnualContributionsforSection 8Tenant -BasedAssistance	6,348,435	
f) PublicHousingDrugElimination Program(includinganyTechnical Assistancefunds)	57,738	
g) ResidentOpportunityandSelf - SufficiencyGrants		
h) CommunityDevelopmentBlock Grant		
i) HOME		
OtherFederalGrants(listbelow)		
<b>2.Prior YearFederalGrants (unobligatedfundsonly)(list below)</b>		
PHDEP2000	46,022	
<b>3.PublicHousingDwellingRental Income</b>	420,716	
<b>4.Otherincome (listbelow)</b>		
<b>4.Non -federalsources (listbelow)</b>		
<b>Totalresources</b>		

### **3.PHAPoliciesGoverningEligibility,Selection,andAdmissions**

[24CFRPart903.79(c)]

#### **A.PublicHousing**

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

##### **(1)Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- X When families are within a certain time of being offered a unit: (90 days)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- X Criminal or Drug-related activity
- X Rental history
- X Housekeeping
- ☐ Other (describe)

c. X Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. X Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ X Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

##### **(2)WaitingListOrganization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- X Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- X PHA main administrative office
- ☐ PHA development/site management office

☐ Other(list below)

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)? If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously? If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- X ☒ Two
- ☐ Three or More

b. X Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- ☒ Emergencies
- ☒ Overhoused
- ☒ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☒ Other: (list below)

Life threatening.

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs

☐ Victims of reprisals or hate crimes

X Other preference(s) (list below)

Homeless families referred from an approved Transitional Housing program partner.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

## 2 Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

☐ Working families and those unable to work because of age or disability

☐ Veterans and veterans' families

☐ Residents who live and/or work in the jurisdiction

☐ Those enrolled currently in educational, training, or upward mobility programs

☐ Households that contribute to meeting income goals (broad range of incomes)

☐ Households that contribute to meeting income requirements (targeting)

☐ Those previously enrolled in educational, training, or upward mobility programs

☐ Victims of reprisals or hate crimes

1 Other preference(s) (list below)

Homeless families referred from an approved Transitional Housing Program partner.

4. Relationship of preferences to income targeting requirements:

☐ The PHA applies preferences within income tiers

☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

## (5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

X The PHA - resident lease

X The PHA's Admissions and (Continued) Occupancy policy

- ☒ PHA briefing seminars or written materials  
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

- ☒ At an annual reexamination and lease renewal  
☒ Anytime family composition changes  
☒ At family request for revision  
☐ Other (list)

#### **(6) Deconcentration and Income Mixing**

a. ☐ Yes ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site -based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and development targeted below)

d. ☐ Yes ☒ No: Did the PHA adopt any changes to **other policies** based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub -component 3B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- X Criminal or drug -related activity only to the extent required by law or regulation
- ☐ Criminal and drug -related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug -related activity (list factors below)
- ☐ Other (list below)

b. X Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?



c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

☐ Criminal or drug -related activity

☒ Other (describe below) Housekeeping, damages, non -payment of rent.

### **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

☒ None

☐ Federal public housing

☐ Federal moderate rehabilitation

☐ Federal project -based certificate program

☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

☒ PHA main administrative office

☐ Other (list below)

### **(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below:

The availability of rental units dries up in the winter, due to the arrival of winter visitors and agriculture workers. Extensions are granted during this time. Extensions are also granted for medical hardship and as a reasonable accommodation.

### **(4) Admissions Preferences**

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admission to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.

Yes ☒ No: Has the PHA established preferences for admission to section 8 tenant based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**) -

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- ☐ Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes

X Other preference(s) (list below)

Preference will be given to elderly/disabled or handicapped individual over other single person only.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing  
Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families  
☐ Residents who live and/or work in your jurisdiction  
☐ Those enrolled currently in educational, training, or upward mobility programs  
☐ Household that contributes to meeting income goals (broad range of incomes)  
☐ Household that contributes to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
X Other preference(s) (list below)  
1 Elderly/Disabled/Handicapped  
    1 Families  
2 Other Singles

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- X Date and time of application  
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD  
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preference to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers  
X Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

The Section 8 Administrative Plan

Briefing sessions and written materials

☐ Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 program to the public?

X Through published notices

☐ Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub -component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☐ The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

X The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

☐ \$0

- X      \$1-\$25  
☐      \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

c. Rents set at less than 30% than adjusted income

1. ☒ Yes ☐ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:  
Flat Rents.

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☒ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent -setting policy)  
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent -setting policy)  
If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☒ Yes for all developments  
☐ Yes but only for some developments  
☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☒ For all developments  
☐ For all general occupancy developments (not elderly or disabled or elderly only)  
☐ For specified general occupancy developments  
☐ For certain parts of developments; e.g., the high-rise portion  
☐ For certain size units; e.g., larger bedroom sizes  
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☒ Market comparability study  
☒ Fair market rents (FMR)  
☐ 95<sup>th</sup> percentile rents  
☐ 75 percent of operating costs  
☐ 100 percent of operating costs for general occupancy (family) developments  
☐ Operating costs plus debt service  
☐ The "rental value" of the unit  
☐ Other (list below)

f. Rent determination:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☒ Never  
☒ At family option  
☐ Anytime the family experiences an income increase  
☐ Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_  
☐ Other (list below)

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market -based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- ☒ These section 8 rent reasonableness study of comparable housing
- ☐ Survey of rents listed in local newspaper
- ☒ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

## **B. Section 8 Tenant -Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies .

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level ?  
(select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burden of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☒ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.



- ☐ A brief description of the management structure and organization of the PHA follows:

### B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	235	33%
Section 8 Vouchers	1,116	20%
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		
CASA SIERRA VISTA (S8202 PROJECT)	30	10%

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

A.C.O.P.

(2) Section 8 Management: (list below)

Administration Plan

## **6. PHA Grievance Procedures**

[24CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6.  
Section 8 - Only PHAs are exempt from sub - component 6A.

### **A. Public Housing**

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)

### **B. Section 8 Tenant - Based Assistance**

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant - based assistance program and informal hearing procedures for families assisted by the Section 8 tenant - based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

## A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

### (1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment D

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert there)

### (2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. XY Yes/No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment E

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP Optional 5-Year Action Plan from the Table Library and insert here)

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPEVI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☐ No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved  
☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☐ No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?  
If yes, list development name/s below:

- ☐ Yes ☐ No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?  
If yes, list developments or activities below:

- ☐ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No",

skiptocomponent9;if“yes”,completeoneactivitydescription  
foreachdevelopment.)

## 2. Activity Description

X Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skiptocomponent9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:	

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes X No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming

fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

**2. Activity Description**

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

## **10. Conversion of Public Housing to Tenant -Based Assistance**

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessment of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 HUD Appropriations Act**

1. ☐ Yes ☐ No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations

Act?(If “No”,skiptocomponent11;if“yes”,completeone activitydescriptionforeachidentifieddevelopment,unless eligible to complete streamlined submission. PHAs completing streamlined submissions may skiptocomponent 11.)

## 2.ActivityDescription

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”,skiptocomponent 11.If “No”,complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment result submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)	

**B.ReservedforConversionspursuanttoSection22oftheU.S.HousingActof 1937**

**C.ReservedforConversionspursuanttoSection33oftheU.S.HousingActof 1937**

## **11.HomeownershipProgramsAdminister edbythePHA**

[24CFRPart903.79(k)]

### **A.PublicHousing**

ExemptionsfromComponent11A:Section8onlyPHAsarenotrequiredtocomplete11A.

1. ☐ Yes ☐ No: DoesthePHAadministeranyhomeownershipprograms administeredbythePHAunderanapprovedsection5(h) homeownershipprogram(42U.S.C.1437c(h)),oranapproved HOPE Iprogram(42U.S.C.1437aaa)orhasthePHAappliedor plantoapplytoadministeranyhomeownershipprogramsunder section5(h),theHOPEIprogram,ors ection32oftheU.S. HousingActof1937(42U.S.C.1437z -4).(If“No”,skipto component11B;if“yes”,completeoneactivitydescriptionfor eachapplicableprogram/plan,unlesseligibletocompletea streamlinedsubmissiondueto **smallPHA** or **highperforming PHA**status.PHAscompletingstreamlinedsubmissionsmay skiptocomponent11B.)

#### 2.ActivityDescription

- ☐ Yes ☐ No: HasthePHAprovidedallrequiredactivitydescription informationforthiscomponentinthe **optional**PublicHousing AssetManagementTable?(If“yes”,skiptocomponent12.If “No”,completetheActivityDescriptiontablebelow.)

<b>PublicHousingHomeownershipActivityDescription (Completeoneforeachdevelopmentaffected)</b>
1a.Developmentname:
1b.Development(project)number:
2.FederalProgramauthority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h)



<input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. Yes ☐ No : Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26- 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

b. PHA -established eligibility criteria

XY Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria below:

FSS participants, elderly, or disabled

## **12. PHA Community Service and Self -sufficiency Programs**

[24CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub -component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

#### **1. Cooperative agreements:**

Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 08/16/01

#### **2. Other coordination efforts between the PHA and TANF agency (select all that apply)**

- ☐ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self -sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare -to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

### **B. Services and programs offered to residents and participants**

#### **(1) General**

##### **a. Self -Sufficiency Policies**

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self -sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non -housing programs operated or coordinated by the PHA

- ☐ Preference/eligibility for public housing home ownership option participation
- ☐ Preference/eligibility for section 8 home ownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes ☐ No: Does the PHA coordinate, promote or provide any program to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
Homeownership counseling				
Budgeting				
Money Management				
Parenting classes				
Credit Analysis				
GED, ESL classes				
Job Training				
Career Exploration				

## (2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)

- b. Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

### C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and training staff to carry out those policies
- ☐ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### 13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub component D.

#### A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments

- ☐ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower -level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- ☐ Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anti crime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

## **B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug -prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at -risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**2030 S. Avenue A, 656 S.1                      6<sup>th</sup> Ave, 655 Magnolia Ave**

## **C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan  
Police provide crime data to housing authority staff for analysis and action  
Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases  
Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)
2. Which developments are most affected? (list below)

#### **D. Additional information as required by PHDEP/PHDEP Plan**

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

XYes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?

☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

### **14. RESERVED FOR PET POLICY**

[24CFR Part 903.7 9(n)]

### **15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

### **16. Fiscal Audit**

[24CFR Part 903.79(p)]

1. XYes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. XYes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes XNo: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? \_\_\_\_

5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24CFR Part 903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.  
High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☐ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24CFR Part 903.79(r)]

### **A. Resident Advisory Board Recommendations**

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☐ Attached as Attachment (Filename)
- ☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments. List changes below:
- ☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

#### **3. Description of Resident Election Process**

##### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

##### **b. Eligible candidates: (select one)**

- ☒ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

##### **c. Eligible voters: (select all that apply)**

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).



1.ConsolidatedPlanjurisdiction:CITYOFYUMA,ARIZONA

2.ThePHAhas takenthefollowingstepstoensureconsistencyofthisPHAPlanwith  
theConsolidatedPlanforthejurisdiction:(selectallthatapply)

X ThePHAhasbaseditsstatement ofneedsoffamiliesinthejurisdictiononthe  
needsexpressedintheConsolidatedPlan/s.

X ThePHAhasparticipatedinanyconsultationprocessorganizedandofferedby  
theConsolidatedPlanagencyinthedevelopmentoftheConsolidatedPlan.  
ThePHAhasconsultedwiththeConsolidatedPlanagencyduringthe  
developmentofthisPHAPlan.

☐ ActivitiestobeundertakenbythePHAinthecomingyearareconsistentwith  
theinitiativescontainedintheConsolidatedPlan.(listbelow)

☐ Other:(listbelow)

4.TheConsolidatedPlanofthejurisdictionsupportsthePHAPlanwiththefollowing  
actionsandcommitments:(describebelow)

#### **D.OtherInformationRequiredbyHUD**

Use this section to provide any additional information requested by HUD.

## Attachments

### ATTACHMENT A

#### Section 8 Project Based Voucher Program (PBV)

HACY will be implementing the PBV program this year. The projected number of units that will be allocated for the PBV program will be 200. These selection criteria include new construction for elderly families throughout the City of Yuma and new construction for small and large families in revitalization areas. The PBV program is consistent with HACY's annual plan because it assists in expanding housing and economic opportunities along with maximizing the utilization of four existing base line units.

#### ATTACHMENT B

#### COMPONENT 10(B) VOLUNTARY INITIAL ASSESSMENTS

- A) All 7 HACY development s are subject to the Required Initial Assessment.
- B) None.
- C) One assessment was done, see below.

Public Housing line 520, HUD 52599 for FY 6/30/01 306.68 PUM  
S8 Annual contributions required/unit months =  
 $5,444,231 / 12,017 = 453.04$  PUM

Section 8 is more expensive to operate, therefore HACY properties are not appropriate for conversion. Should the HUD formula for determining Low Rent expense change to include the cost of Capital Fund Improvements, this calculation should be re-examined. Capital Fund exceeds \$180 PUM for FY 6/30/2001.

#### ATTACHMENT C

The HACY's admission policy is designed to provide for deconcentration of poverty and income mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments.

**PHA Plan****ATTACHMENT D****Table Library****Component 7****Capital Fund Program Annual Statement  
Parts I, II, and III****Annual Statement****Capital Fund Program (CFP) Part I: Summary**Capital Fund Grant Number AZ0PO3550101FFY of Grant Approval: (12/2001)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non - CFP Funds	
2	1406 Operations	52,347
3	1408 Management Improvements	
4	1410 Administration	25,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	38,850
8	1440 Site Acquisition	
9	1450 Site Improvement	15,500
10	1460 Dwelling Structures	300,000
11	1465.1 Dwelling Equipment - Nonexpendable	20,000
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	60,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2 - 19)</b>	<b>511,697</b>
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement**  
**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHAWIDE	Transfer to Operations	1406	52,347
PHAWIDE	Pro-rate executive Director's Salary/Fringe	1410	25,000
PHAWIDE	Shuttlebus	1475	60,000
AZ16P035003	A/E fees on Kitchen Cabinets	1430	24,600
	Replace Kitchen Cabinets	1460	164,000
	Replace Shower Manifolds & Faucets	1460	25,000
AZ16P035004	A/E Fees on Kitchen Cabinets	1430	14,250
	Seal & Re-stripe Parking lot	1450	8,000
	Replace kitchen Cabinets	1460	95,000
AZ16P035005	Seal & Re-stripe Parking Lots	1450	7,500
AZ16P035008	Exterior painting	1460	16,000
AZ16P035013	Replace Water heaters	1465.1	20,000

**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA Wide	12/31/2002	3/31/2003
AZ16P035003	12/31/2002	3/31/2003
AZ16P0350004	12/31/2002	3/31/2003
AZ16P035005	12/31/2002	3/31/2003
AZ16P035008	12/31/2002	3/31/2003

ATTACHMENT E

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA development planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables		
Development Number AZ16	Development Name AGENCY WIDE	Number Vacant Units
Description of Needed Physical Improvements or Management Improvements		Estimated Cost
Pro-rate Executive Director Salary & Fringe		25,000
Step-up Program		45,000
Pro-rate Executive Director Salary & Fringe		25,000
Step-up Program		45,000
Purchase 15 passenger Van		59,000
Purchase Maintenance Truck		35,000
Pro-rate Executive Director Salary & Fringe		25,000
Step-up Program		45,000
Purchase Administration Vehicle		25,000
Purchase Administration Vehicle		25,000
Pro-rate Executive Director salary & fringe		25,000
Step-up Program		45,000
Purchase Maintenance truck		40,000
Total estimated cost over next 5 years		464,000

OptionalTablefor5 -YearActionPlanforCapitalFund(Component7)

Completeonetableforea chdevelopmentinwhichworkisplannedinthenext5PHAfiscalyears.CompleteatableforanyPHA -widephysicalormanagementimprovements  
plannedinthenext5PHAfiscalyear.Copythistableasmanytimesasnecessary.Note:PHAsneednotincludetheinformationfromYearOneofthe5 -Yearcycle,becausethis  
informationisincludedintheCapitalFundProgramAnnualStatement.

Optional5 -YearActionPlanTables			
Development Number AZ16P035001	DevelopmentName (orindicatePHAwide)HACY Plaza	Number Vacant Units	% Vacancies inDevelopment
DescriptionofNeededPhysicalImprovementsorManagement Improvements		Estimated Cost	PlannedStartDate (HAFiscalYear)
A&EFees(roofing)		18,000	7/2002
Applynewasphalt,seal&re -stripeparkinglots		35,000	7/2002
Newroofs		120,000	7/2002
Replacewaterheaters		7,000	7/2002
Exteriorpainting		25,000	7/2004
Replacerefrigerators,ranges&range -hoods		27,900	7/2004
Replacefireextinguishers		1,085	7/2005
Totalestimatedcostovernext5years		233,985	





## Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -wide physical or management improvements - Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AZ16P035003	Charlene Gardens			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace water heaters			12,500	7/2002
Seal and re -stripe parking lots @ 655 Magnolia			9,000	7/2003
Apply new asphalt, seal & re -stripe parking lot at 280 Magnolia			35,000	7/2003
A/E Fees for HVAC Cat 50 units			15,000	7/2004
Replace HVAC Cat 50 units			150,000	7/2004
Exterior painting			15,600	7/2004
Replace roofs			150,000	7/2005
Replace fire extinguishers			1,855	7/2005
Replace refrigerators, ranges and range hoods			49,750	7/2005
Total estimated cost over next 5 years			438,705	

## Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA development planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHA should not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables				
Development Number AZ20P035004	Development Name HACY Gardens, Terrace, Village, Court	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace water heaters			7,250	7/2002
Install concrete parking lots			37,500	7/2003
Roofing @ 29 units			65,000	7/2003
A/E Fees for HVAC units			9,000	7/2004
Replace HVAC units			87,000	7/2004
Exterior painting			12,000	7/2005
Replace fire extinguishers			1,015	7/2005
Total estimated cost over next 5 years			218,765	

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 - Year Action Plan Tables			
Development Number AZ20P035005	Development Name HACY Estates	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Replace hot water heaters			7/2002
Replace kitchen & bathroom faucets			7/2005
Replace fire extinguishers			7/2005
Total estimated cost over next 5 years			15,230

## TableLibrary

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -wide physical or management improvements -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 - Year Action Plan Tables				
Development Number	Development Name	Number Vacant Units	% Vacancies in Development	
AZ20P035007	HACY Heights, Mesa			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Apply new asphalt, seal & re -stripe parking lots			35,000	7/2002
Refinish kitchen and bathroom cabinets			12,500	7/2002
Re-roof 25 units			65,000	7/2003
Replace kitchen & bathroom faucets			7,500	7/2005
Replace washer boxes			7,200	7/2005
Replace fire extinguishers			910	7/2005
Total estimated cost over next 5 years			128,110	

Optional Table for 5 - Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional5 - YearActionPlanTables				
Development Number AZ20P035008	DevelopmentName HACYVilla,Palms	Number Vacant Units	%Vacancies inDevelopment	
DescriptionofNeededPhysicalImprovement sorManagement Improvements			Estimated Cost	PlannedStartDate (HAFiscalYear)
Applynewasphalt,seal&re -stripeparkinglots			60,000	7/2002
Re-roof28units			65,000	7/2003
Replacewasherboxes			7,500	7/2005
Refinishkitchen&bathroomcabinets			14,000	7/2005
Replacefireextinguishers			1,085	7/2005
Totalestimatedcostovertnext5years			147,585	

**Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)**



## Public Housing Asset Management

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition/disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>